

Middleton Estates Community Association
Carlisle, PA 17013
Monthly Board Meeting

Date: February 13, 2025

Time: 6:00 pm

Location: 163 N. Hanover Street, Carlisle, PA

Board Members in Attendance: Jan Verow, Paul Beck-Munchel, Christina Gerlach, Pat Mainhart, Jim Porter

Board Members Absent: Jennifer Michaud

Non-Board Members in Attendance: Marc Michaud, Treasurer

The meeting was called to order by Jan at 6:03 pm.

Open Floor – The Open Floor portion of the meeting was waived since no homeowners were present.

Approval of Minutes - Minutes of the January 14, 2025, meeting were distributed and reviewed. Christina made a motion to accept, Paul seconded and the minutes were accepted by unanimous vote.

COMMITTEE REPORTS

Budget & Finance – An updated delinquent accounts list was distributed and reviewed. One homeowner has pledged to catch up their account with their tax refund and then convert to ACH payments.

Another homeowner has not paid any dues since their property was purchased about 10 months ago. Jan had checked with the settlement agent and found that no dues were deducted at settlement. She will be in touch with the homeowner about bringing the account current.

Marc asked if we could develop an amended ACH form to include a space for an email address and a phone number. One will be prepared. Marc pointed out that anyone using ACH at present will need to complete an updated form because of the upcoming dues increase.

A dues increase for the 2025-2026 budget was discussed. The increase is necessary due to the increased cost of trash pickup that is anticipated at the end of the current Waste Management contract in September, anticipated increases with the renewal of our lawn care and snow removal contracts and the ongoing need to replenish our reserve account. Our treasurer estimates that approximately \$20,000 can be allocated to reserves at the end of our current fiscal year, though this still leaves us well short of recommended funding levels.

It was determined that dues need to be adjusted to \$90 per month effective April 1, 2025. This will be communicated to homeowners in a letter to be sent on or before March 1, 2025.

Pat Mainhart is willing to step into the role of Treasurer. Jan made a motion to appoint her to the role, Christine seconded and Pat was appointed by unanimous vote.

NEXT MEETING DATE: The next Board meeting is scheduled for Tuesday, March 11, at Stuart Community Center

The meeting adjourned at 8:40 p.m.

Submitted by Jim Porter

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